

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
---------------------------------	--	--

Use of Form: This form is used by certification / licensing staff to identify statute and / or administrative rule violation(s) and to outline imposed plans of correction, if applicable. This form is used by certified operators / licensed centers to meet the requirements of DCF 202.065, DCF 250.04(2)(i) and (3)(d), DCF 251.04(2)(L) and (3)(f), DCF 252.41(1)(L) and (2)(k). Failure to submit an appropriate correction plan by the due date listed above may result in sanctions identified in the statute and / or administrative rule. Public Schools may submit plans of correction however are not required to do so.

Instructions: The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist. Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each of the listed noncompliance(s). Identify expected completion date(s) for each item. Return the original to your certification / licensing specialist for approval and retain a copy. If this is a licensed child care, post your copy of the noncompliance statement and correction plan near the license in accordance with Wis. Stat. 48.657. This request for a correction plan is not an order imposing a sanction or penalty pursuant to Wis. Stat. 48.715. If the department decides to apply a statutory sanction and / or penalty for facts arising from this finding or a future finding, you will be given a notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center La Petite Academy Woodland		Provider Number / Facility ID Number 8000558368 / 021 - 1009020	
Address - Facility (Street, City, State, Zip Code) 5896 Woodland Dr Waunakee WI 53597		Telephone Number 608-850-5665	Date - Regulation Visit 8/2/2023
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	251.04(3)(a) Report - Incident Or Accident Description: A report for an accident on May 11, 2023, was not sent to the department within 24 hours after becoming aware of the medical evaluation.	<i>Policies were reviewed w/ licensing on proper timing for reporting.</i>	<i>8-23-23</i>
2	251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Child 1 did not have documentation of a follow-up examination at least once every six months when last exam was dated 12/28/22. Repeat violation: Previously cited on 12/7/2022	<i>Policies were reviewed and checklists will be implemented</i>	<i>8-25-23</i>

Name - Certified Operator / Licensed Center La Petite Academy Woodland		Provider Number / Facility ID Number 8000558368 / 021 - 1009020		
Address - Facility (Street, City, State, Zip Code) 5896 Woodland Dr Waunakee WI 53597		Telephone Number 608-850-5665	Date - Regulation Visit 8/2/2023	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	<p>251.05(2)(a)4.d. Staff Record - Educational Qualifications</p> <p>Description: Staff B did not have documented education qualifications on file.</p> <p>Repeat violation: Previously cited on 4/5/2023</p>	<p>Policies were reviewed and checklists will be implemented</p>	8.25.23	
4	<p>251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Staff A did not have documentation on file of having completed Child Abuse and Neglect training in the last two years as required.</p>	<p>Policies were reviewed + staff member has re-taken the course</p>	8.23.23	
5	<p>251.06(9)(d)2.a. Food Storage - Dry Food</p> <p>Description: Dry foods were not stored in containers with zip-type closures or tight-fitting covers when cereal and pasta were opened and twisted closed without dates on kitchen shelf.</p>	<p>Policies were reviewed w/ kitchen staff + situation was resolved</p>	8.25.23	
6	<p>251.07(2)(c)1. Time Out - Age</p> <p>Description: A staff member used a prohibited action when they put a 2.5-year-old in time out. The child was upset and crying. The incident was self reported by the center.</p>	<p>All teachers have reviewed discipline + time-out guidelines</p>	8.23.23	

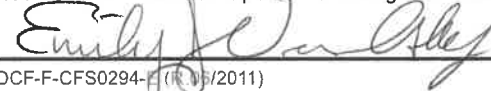
Name - Certified Operator / Licensed Center La Petite Academy Woodland		Provider Number / Facility ID Number 8000558368 / 021 - 1009020	
Address - Facility (Street, City, State, Zip Code) 5896 Woodland Dr Waunakee WI 53597		Telephone Number 608-850-5665	Date - Regulation Visit 8/2/2023
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
7	<p>251.07(2)(e) Child Guidance - Prohibited Actions</p> <p>Description: A staff member used a prohibited action that may be psychologically, emotionally or physically painful, discomforting, dangerous or potentially injurious when they physically grabbed a 2.5-year-old child under the arms and put the child on a chair, more than once. The child was upset and crying. This incident was self-reported by the center.</p> <p>Repeat violation: Previously cited on 7/13/2023, 4/5/2023</p>	<p>All teachers have reviewed guidelines + management will conduct classroom walk through's</p>	8.23.23
8	<p>251.07(6)(dm)4. Medical Log - Reviewing Injury Records</p> <p>Description: The medical log was not reviewed every 6 months by a director or director designee when two log books were last reviewed before 2022.</p>	<p>This has been assigned to a member of management moving forward</p>	8.23.23

NAME - Agency Worker
Sara Bossingham Obrien

Date Issued

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed



8.23.23